YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution   Model Christian College

- Name of the Head of the institution   Dr. Luke Rumbai

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   03707968198

- Mobile No: 9612605656

- Registered e-mail   moccollege@yahoo.in

- Alternate e-mail   modeliqac@yahoo.in

- Address   Tsiepfu Tsiephfe, Lower AG colony

- City/Town   Kohima

- State/UT   Nagaland

- Pin Code   797001

2.Institutional status

- Affiliated / Constitution Colleges   Affiliated

- Type of Institution   Co-education

- Location   Urban

- Financial Status   Grants-in aid

- Name of the Affiliating University   **Nagaland University**

- Name of the IQAC Coordinator   **Dr. Akano Yhokha**

- Phone No.   **9383202664**

- Alternate phone No.   **9077138248**

- Mobile   **9383202664**

- IQAC e-mail address   **akanoyhokha@gmail.com**

- Alternate e-mail address

3.Website address (Web link of the AQAR (Previous Academic Year)   https://modelchristiancollege.org/wp-content/uploads/2023/07/NLCOGN23014-SSR-2022-FINAL.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://modelchristiancollege.org/wp-content/uploads/2023/12/2024-Academic-Calendar-Even-Semester.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	2.77	2017	02/05/2017	01/05/2022
Cycle 2	B++	2.76	2022	01/10/2022	01/10/2027

6.Date of Establishment of IQAC   **28/10/2013**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Annual Grand In-Aid	Directorate of Higher Education	2023	2,00,000

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC

  <u>View File</u>

9.No. of IQAC meetings held during the year   `5`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?

  `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report

  No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

`1. To enhance quality education feed backs was taken from the students and teachers`

`2. Highlighted on the Assessment and Accreditation Processes of NAAC to the Teaching and Non-Teaching staff of Asufii Christian Institute, Punanamei mao`

`3. MoU was signed with the Entrepreneurs Associates (tEA)`

`4. The departments of Science in collaboration with Model Higher Secondary School and IQAC as a member of the team, organised the first Annual Inter-School Science Fair, Prodigy: Minds in Motion with a theme, " The role of Science and Technology to combat climate change'.`

`5. Implementation of NEP-2020`

`6. Conducted a mock drill on Earthquake with the District Disaster Management Authority (DDMA), Kohima in collaboration with Nagaland State Disaster Management Authority (NSDMA) and Home Guards and Civil Defence and SDRF`

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To enhance the quality of education from Teachers and Students	Feedback forms was conducted and various steps and measures were initiated in enhancing the quality of education
To felicitate students in academic excellence	Felicitation program was organised for Departmental Topper of Nagaland University 2022. Miss Lorenda Humtsoe (CGPA 6.45), Dept. of Geology. Felicitation program was organised for Departmental Topper of Nagaland University examination 2023, Miss Ashuni Krichena (CGPA 6.72), Dept. of Geology and Mr. Likhumse Sangtam (CGPA 6.39), Dept. of Botany
To felicitate Teachers in academic excellence	Felicitation program was organised for the concern Department Teachers, whose students secured a Departmental Topper during the Nagaland University Examination. For 2022, Depart. of Gelogy Mrs Renbeni (HoD), Dr. Mhabemo Odyuo and Dr. Akano Yhokha. For the year 2023, Dept. of Geology Mrs Renbeni (HoD), Dr. Mhabemo Odyuo and Dr. Akano Yhokha. Dept. of Botany Mr. Th. Gunamani Singh (HoD), Ms. Nengpilhing Singson, Dr. Neilazonuo Khruomo
To provide broader experience to faculty members by teaching in different environments	Faculty exchange program was conducted for 2 days between Kros college, Kohima and Model Christian College, Kohima under the theme
To enhance the students in achieving a quality education and skill development	Conducted the first annual Inter-School Science Fair, Prodigy: Minds in Motion, with a theme
To encourage Departments for	Successfully conducted one-day

organizing and conducting a seminar/workshop and conference	**Training Programme for Research Assistants on 22nd Nov. 2022 and one-day workshop on Data Analysis and Data Interpretation on 24th April 2023.**

13.Whether the AQAR was placed before statutory body?   **Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Management Council	**12/12/2023**

14.Whether institutional data submitted to AISHE

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Data of the Institution	
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• Designation	Principal
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- Name of the statutory body

Name	Date of meeting(s)
College Management Council	**12/12/2023**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	**07/12/2022**

15.Multidisciplinary / interdisciplinary

The institution adopted interdisciplinary education even prior to the promulgation of NEP 2020. On 29th March 2017, it sought the permission of Nagaland University for permitting (i) B.Sc. students to choose any Elective Papers of their choice and (ii) B.A. students to opts for Geography (a subject offered in the B.Sc. Programme) as an interdisciplinary Elective Paper. The Vice Chancellor of Nagaland University denied permission to B.Sc. students to choose any Elective papers of their choice, but granted permission to B.A. students to opts for Geography as Honours or Elective paper [Nagaland University, NO.F.2-12/ACAD/2009(VOL-IV)-7776, Dated 19th March 2019].

Multidisciplinary/Interdisciplinary papers offered in our college based on FYUGP, NEP 2020 are Environmental Science, Understanding Heritage, Climate change vulnerability and adaptation, Naga Folklore.

16.Academic bank of credits (ABC):

Academic Bank Credits and transfer of credits would depend upon

the policy and guidelines of the affiliating University

17.Skill development:

Skill development has been one of the priorities of the college. The institution offers two add-on courses (i) Basic English Language Skills (BELS) and (ii) Course on Computer Application(CCA) for computer literacy before leaving college. The former was approved by the Nagaland University.

Skill development courses offered in our college based on NEP 2020 are Computer Application, Information Security, Basic English Communication Skills, System Administration and Maintenance, Communication Skills.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution follows the medium of instruction as notified by the affiliating University. Besides, it has to follow the subjects permitted by and affiliated to the University. Students of Sociology Honours take a paper on 'Culture and Mass Media', in which they learn about different cultures in India. Besides, the institution promotes indigenous culture by setting aside a day, Cultural Day, for show casting tribal and other cultures. It made provision in its dress code for the students, faculty and staff to wear a sign of traditional dress or symbol on the first Thursday of the month.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college is focused on outcome based education. The programme Outcomes and the Course Outcomes are clearly defined and shared with student in the Prospectus, which is available on the college website. Outcomes of Bachelor of Science: Bachelor of Science opens up a world of opportunity such as research, analysis and thinking critically, or making the planet a better place. It offers theoretical as well as practical knowledge about the different courses. A Bachelor of Science can opt for career in forestry, horticulture, mining industries, research laboratories, Government sector, Corporate, pursue post graduate programme, journalism, animation, computer technology, management, business administration, hospitality sector, business process outsourcing, marketing, banking and finance sectors, and teaching to mention a few. Outcomes of Bachelor of Arts: Bachelor of Arts fosters students' individual growth and allows them to develop research and analytical skills that can be applied to a wide range of situations. A Bachelor of Arts is familiar with the social,

economic, historical and political thinking and literature, theories, concepts and research methodologist. A Bachelor of Arts can opts for career in Government sectors, corporate, pursue a post graduate programme, teaching, journalism, management, business administration, hospitality sector, BPO, marketing, and banking sectors to name a few.

20.Distance education/online education:

The college does not offer Distance Education, but encourages the faculty, staff and students to participate in it.

However, during the COVID-19 pandemic lockdown, 16th March 2020, the college switched to the online mode of imparting education. For this, it signed as MOU with M/s Reev Technologies, Kolkata, on 1st June 2020, for a period of 5 years. The Reev classroom offers features such as teachers and students routines, online classes, internal assessment, and assignment, besides others. The college could think of offering distance/online education in some courses.

Extended Profile

1.Programme

1.1	**195**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**177**
Number of students during the year	

File Description	Documents
Data Template	[View File](#)

2.2	**54**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**98**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**32**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**6**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**21 + 1**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**17,27,307**
4.3 Total number of computers on campus for academic purposes	**33**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and

documented process

As the college is affliated to Nagaland University, we follow the curriculum of the affiliating university. Based on the Nagaland University academic calender, the college prepares the academic calender at the beginning of the academic session and provide the same to all the departments and students. The college records the teachers teaching plan prepared by the teachers from all departments and preserves them for documentation and deliver within a stipulated time frame. The teacher's name are placed within daily class routie for every semester. Regular meetings are conducted for the faculty, departments, and IQAC. Orientation programme is held for the newly enrolled students. Student's assessment and evaluation are an integral part of the currivulum delivery. Students are continuously assessed and evaluated through internal test, assignments, classroom seminars, paper presentation, and model presentations. To encourage and enrich the students in their personality development the college also organised a one day Departmental Academic Activity Day (DAAD), where students display on their skills and capabilities. The college infrastructure and laboratories facilities are continuously upgraded to make suitable for the needs of changing curriculum. The college provides well equipped classroms facilities and library that offer various web based facilities to access national and international online databases as books and journals. On mentoring the college has a programme of Mentor and mentee where the students's performances are well documented. The college Counselor is entrusted with the responsibility to deal with matters of a serious nature.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Based on Nagaland University academic calender, the institution prepares its academic calender at the beginning of every acedmic session with all the dates dor commencement of semester, internal test, conduct of practical examination, tentative date of university examination, result declaration and all the extracurricular activities and adheres to it. Following the institution academic calender every departments prepares their

deparmental calender.

The internal assessment, which consists of tests, presentations and assignments is conducted to evaluate the performance of students, its total for 25 marks. The final assessment of the students is done by the Moderation Committee of the college. The questions for the internal assessment are prepared by the teachers accordingly to the Nagaland University question paper pattern. Dates of the internal test are made known to all the students and department at the commencement of every academic session. Examination halls and invigilation duty chart are prepared in such a way that tests are conducted in a fair manner. All papers are evaluated by the concernec teachers after which the answer scripts are shown to the students. Continuous Internal Evaluation is carried out throughout the semester through class test, assignments, classroom seminars, paper presentation, open book test, quizzes, debates, project work, class works, etc.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

203

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

203

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Model Christian College strongly believes in inculcating human values, gender equality, professional ethics, promotion of environmental conservation and sustainable development among the students. This is done through curricular and extra-curricular activities literary and cultural events organised by various Departments, clubs, cells, NSS and NCC of the College.

Important days of National and International significance such as International Women's Day, Gandhi Jayanti, Independence Day, Yoga Day and World Environment Day. Awareness campaigns are organised on various issues of substance abuse, sexual abuse, environmental issues, National Clean Air Program, Segregation of Waste at source and composition, blood donation and awareness program, mock drill on earthquake, etc.

It is made mandatory for all students to study and pass a compulsory paper i.e., Environmental Science (EVS) at the graduation level as part of the University curriculum. The college Science departments effectively work persistently in helping students by organising field trips, workshops and webinars. The Eco club also works in helping students practice and maintain a clean environment within and outside the campus.

The college also provides room for moral and ethical values to be inculcated among the students. The Evangelical Union is proactive unit in spreading good moral values from the Scriptures. The college also has a work study Program initiated for students to inculcate the value of work and to understand the concept of professionalism.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<u>View File</u>

1.3.3 - Number of students undertaking project work/field work/ internships

53

File Description	Documents
Any additional information	<u>View File</u>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View File](#)
Any additional information(Upload)	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

400

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

119

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and throughclass-tests, assignments, tutorials, etc. on the basis of which slow and advance learners are identified.

Slow-Learners:

- **Efforts are made to identify the cause of their problem and appropriate solutions are worked out.**
- **Reading materials/books in simple form are made available in college libraryfor better understanding.**
- **Various e-link are also suggestedto help them.**
- **Personal counselling can be availed through the Counsellor and Chaplin of the college. Academic/Careercounselling is giventime-to-time through Mentor-Mentee Programme.**
- **Home assignments are givenon regular basis.**
- **Slow-learners are given more attention both inside/outside the class.**

Advance-Learners:

- **During lectures, tutorials, classtests, assignments and interaction outside the class, the teachers can assess the calibre of the students**
- **Through a combination of academic and co-curricular activities, departments encourage them to optimize their potential. Such students are encouraged to participate in inter college competitions. Nominated to represent the college or department in intra and inter-college competitions.**
- **The college library provideseasy access to any e-book/e-journals, to broaden their horizons.**
- **Students are given recognition for their achievement by cash awards for securing the first rank in University examination.**

File Description	Documents
Link for additional Information	https://modelchristiancollege.org/298-2/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
7	1

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution makes a sustained effort to encourage the students for experiential learning, participative learning and problem solving through diverse and varied activities in the teaching learning process.

- **The extracurricular activities organised by the college help the students to have first-hand information on diverse areas. Activities such as quiz competitions, debates, essay writing, painting, singing, slogan writing and cultural activities are conducted.**
- **In each semester, the students are given syllabus oriented assignments to be compulsorily submitted and evaluated by the teacher. Seminars are conducted in the class and different curricular competitions like class tests, quiz, and debates are the core of each classroom.**
- **Students undertake field study on the subject and related domain and get first-hand information through field work.**

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers of the College try to make the best use of the technology in their teaching process. They have the knowledge and skills to use new digital tools to help all students achieve high academic standards. ICT has enabled better and swifter communication; presentation of ideas in an effective and relevant way. It is an effective tool for acquiring information from multiple sources to help students to enhance their knowledge database.

The ICT based facilities available in the college are:

- Computer lab of the college is utilised by all the teachers for broader knowledge and in-depth study.
- Internet facility is available for all teachers and students.
- Well equipped laboratories and classrooms in the college foster effective teaching-learning process.
- Teaching faculties use laptops to disseminate information through power point presentations.
- Projector (LED) are available for the teachers and students.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

26

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

6

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

28

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Model Christian College is an affiliated college and adheres to the guidelines as laid down by the affiliating Nagaland University. Internal assessment is conducted every semester and schedule for it is given in the Academic Calendar which is displayed well in advance to the students and teachers. Evaluation method comprises of class tests, assignments, debates, presentations, quizzes, project works and observation of students engaged in activities. There is complete transparency in internal assessment for each assessment method. Question papers for internal assessment test are prepared by the subject teachers. Students are required to secure 45% in the Internal assessment. Once paper correction is done, answer sheets are shown to the students to be discussed and to report discrepancies in marks allotment if any. Evaluation of internal assessment is done by the respective subject teacher within the days allotted and is done by the transparency. The College Moderation Committee assesses the results of the students as per the final reports submitted by every teacher from the concerned Departments. Results are displayed on dates mentioned in the academic calendar in the college website for easy access, WhatsApp groups and Notice Board.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://modelchristiancollege.org/wp-content/uploads/2023/12/2024-Academic-Calendar-Even-Semester.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Evaluation of internal Assessment is based on transparency. Valuation of internal assessment paper are carried out at the college level in time bound schedule and in the best possible effecient manner. Internal assessment is conducted for every semester before the commencement of end semester examination schedule by Nagaland University. Sitting arranmgement are carefully assigned to avoid malpractices in the examnination hall and assigned vigilant faculties to ensure smooth conduct of examination. The assessed internal papers are shown to the students for self-assessment. Students are free to interact with

their respective teachers and get it resolved in case of any grievenves and clarifications needed. The results of internal assessment are prepared by each subject teachers as per the marks obtained in every activity. The final decision on the overall result of the students are assessed by the college moderation committee.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The methods of measuring theProgramme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) in the college are Internal Assessment Evaluation (IAE) with weightage of 25%Marks, for each activities like Class-Tests, Assignments, PPTs/Class Seminars/Project-works. External Assessment Evaluation/End Semester Examination carrying a weightage of 75%Marks.

ClassTest – The focus is to assess whether students have attained the proposed Course-Outcomes.

Assignment – Each Subject-Teacher assesses the assignments based on howstudents fulfil the objectives.

PPTs/Class-Seminars/Projects – Depending on the subject of study and requirements, PPTs,/Class Seminars/Projects are given to the students.Evaluation is based on performance, participation and attainment of Course Outcomes.

IAE are evaluated internally by each Department and below average/weak students/absenteesare made to appear retest/rewrite assignments. The IAE Marks are then handed over to College Moderation Committee for review and declaration of results. Further feedback are taken from both students and Parent/Guardianto improve teaching learning process.

External Assessment Evaluation – Semester Examination is a metric for assessing whether POs, PSOs and Cos are attained through an

Objective-cum-Descriptive based Examination. Here, performance are evaluatedby external evaluators assigned by the University. For the Science Course, practical exams areconducted both by external and internal evaluators.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The methods of measuring theProgramme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) in the college are Internal Assessment Evaluation (IAE) with weightage of 25%Marks, for each activities like Class-Tests, Assignments, PPTs/Class Seminars/Project-works. External Assessment Evaluation/End Semester Examination carrying a weightage of 75%Marks.

ClassTest – The focus is to assess whether students have attained the proposed Course-Outcomes.

Assignment – Each Subject-Teacher assesses the assignments based on howstudents fulfil the objectives.

PPTs/Class-Seminars/Projects – Depending on the subject of study and requirements, PPTs,/Class Seminars/Projects are given to the students.Evaluation is based on performance, participation and attainment of Course Outcomes.

IAE are evaluated internally by each Department and below average/weak students/absenteesare made to appear retest/rewrite assignments. The IAE Marks are then handed over to College Moderation Committee for review and declaration of results. Further feedback are taken from both students and Parent/Guardianto improve teaching learning process.

External Assessment Evaluation – Semester Examination is a metric for assessing whether POs, PSOs and Cos are attained through an Objective-cum-Descriptive based Examination. Here, performance are evaluatedby external evaluators assigned by the University. For

the Science Course, practical exams areconducted both by external and internal evaluators.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

98

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://modelchristiancollege.org/annual-report/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://modelchristiancollege.org/wp-content/uploads/2023/12/Student-Satisfaction-Survey-April-2023.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

9,00,000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Various extension activities in sensitizing students to various social-issues and holistic-development was carried-out. One of the extension-services is a visit to orphanage. Visit to orphanage inspired the College to offer full-scholarship to two-orphans from any recognized orphanage in Nagaland.

Covid-19 awareness and vaccination program was carried out on 14th Sept. 2022

The college NSS unit organized a 4-days camps from 8th to 11th march 2023 for social service-extension activities at adopted Mitelephe village (Kohima District, Nagaland).

An awareness-program on National Clean Air Program (NCAP) was conducted on 9th August 2023 by the National Pollution Control Board Kohima, Nagaland. An awareness/Training-Program on Segregation of Waste at Source and Composting was organized by Kohima Municipal Council (KMC).

The District Disaster Management Authority (DDMA), Kohima in collaboration with Nagaland State Disaster Management Authority (NSDMA) and Home Guards and Civil Defence & SDRF organized a Mock-Exercise on Earthquake at MCC.

Evangelical-Union organized Kohima-Intercollegiate Evangelical-Union (KICEU) combined-fellowship on 11th Feb. 2023 and MCCEU conducted UESI-month on Sept. 2023. Every year MCCEU organized a Christmas Donation drive for the orphanages.

17 Students and 3 Teachers attended a workshop on Intellectual Property Right organized by Nagaland Science and Technology Council (NASTEC), Kohima Nagaland, on 24th February, 2023.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

3

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,

community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

20

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

691

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

In order to facilitate teaching-learning process, the Institution strive towards securing the most congenial environment with adequate facilities for meeting the needs of students as well as for the teachers. Providing and securing adequate infrastructures for facilitating the needs of the teachers and students has been considered one of the priorities of the college authority. The available facilities and infrastructure with regard to teaching-learning process are described as under:

1. **Classroom: There are well furnished-classrooms for both science-and-arts streams. Separate classroom are available for all honours students of both the streams. Classroom have**

adequate facilities including power connection with 24-hour power backup and other related-equipment for easing technology based-learning.

2. The Institution has dedicated and enormous amount of resources and efforts in procuring requirements instruments and apparatus for the laboratories to ease teaching-learning process in practical and empirical science. Presently all the departments of sciencehave two laboratories each. The laboratories are well equipped with all required facilities.

3. Computing equipment: At present, the college has 33-Computers in operational condition with internet facility. A separate computer-room is available. The computer lab cater to the needs of the students and staff for various work like printing/assignments/presentation etc. Free Wi-Fiis also available for students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college is committed in offering resourceful infrastructure for holistic growth of students.

- The college has a spacious Auditorium with a seating capacity of 500 persons. It is availableto organizeco-curricular, recreational and cultural activities.
- The auditorium has 2 speakers, 1amplifier and a mixer. There are 3 hand-mikes, 1 cordless-mile.
- There are 25 hand fire-extinguishers and six exit-points. Italso consists of Seminar-room/Conference-room and fully equipped computer laboratories.

The college takes pride in its comprehensive sports training and fitness infrastructure.

- The outdoor-sports facilities include, badminton-court, basketball-court, volleyball-court, open-space for conducting individual games. Indoor arrangements comprise of a table-tennis.
- A fully equipped gym is open for the students/staff from

6:00am-8:00am (morning-hours) and 4:00pm-8:00pm (Evening-hours). Trained Instructor is available for assistance, guidance and training.The gymnasium has: Cardio-cycling machine, Abs-cruncher, multipurpose flying machine, Leg-press machine, Squad machine, Yoga-mats, etc.

- The student Lounge is located at the ground floor of the College building which is open to students for gathering, studying and relaxing between classes. The Lounge is equipped with comfortable furniture, LCD TV with attached Cafeteria.
- The college also has an Employees Lounge that is set aside for employees to use during a break as to relax, socialize or eat.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1wd7JcOybYhU_VoyzU1TPvy9rGNhygY2VZ/view?usp=sharing

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

19

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://drive.google.com/file/d/1Jy1PCSCltEfKyxhFZH-2AcGiVbWLHPjn/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR

in lakhs)

16,30,857

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library is automated with SOUL 2.0 Library Management Software designed and developed by the INFLIBNET centre-based on requirements of ourLibrary. It is user-friendly software developed to work under client-server environment. Three-computers are used for Soul, one as main-server and two as clients.

The modules of Soul 2.0 includes Acquisition, Catalogue, Circulation, Online public access catalogue (OPAC), Serial Control, Administration

Acquisition: Manage and control the expenditure of funds for materials.

Catalogue: Used for retrospective conversion of library resources. It allows processing the items received from acquisition modules for technical-process like cataloguing and assigning call number.

Circulation: Sufficient care has been taken in designing this module starting from membership management and status of library items/transaction/ILL,/overdue charges/renewal and reminder/search status and report generation according to the status of items.

Online public access catalogue (OPAC): The User can search the minimum information of the items by using author/title, keyword, subject heading, class-number, serial name, accession number or combination of any of the two or more information regarding the items.

Serial Control:Thismodule keeps track of serial in the library

effectively and efficiently. This module includes suggestion/master database/subscription/payment/reminder etc.

Administration:Ithas provision to administer all the modules and system setting.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://drive.google.com/file/d/1wd7JcOybYhUVoyzU1TPvy9rGNhygY2VZ/view?usp=sharing

4.2.2 - The institution has subscription for the **B. Any 3 of the above** **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1,66,197

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

50

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Our primary objective is to provide high quality support services that meet pedagogical and research need in the college.

The college has the following hardware and software related facilities:

- College has a total of 33 computers in the college.
- The college uses compaq and HP workstations.
- There are 9 printers in the administrative block.
- The college has a total of 6 LCD multimedia projectors. 4 projectors installed in classrooms and 2 projectors for portable and can be used for different purpose.
- The institution provides access to desktop/laptops to both faculty and students which allows them to use computer aid for academic projects,/practical sessions.
- SOUL 2.0 (LMS) software was used in the Library.
- The administrative office and all computer labs are connected in LAN. The entire college campus is Wi-Fi enabled zone.
- The desktops are running on windows 7, windows 7 pro, and windows 10 operating systems
- Office automation packages like Open Office, MS Office and Antivirus are purchased by the college and updated regularly.
- The College has a Diesel Electric Generator for Backup.
- College has two Wi-Fi connections from Symbiosis and Jio fiber with the speed of 100 MBPS. The limit of the Wi-Fi is 500 GB per Month.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

33

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

16,30,857

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College ensures regular maintenance and upkeep of all infrastructural facilities. A full time care Taker supervises the maintenance work carried out by trained in-house experts. Maintenance is also outsourced to appropriate external agencies. Furniture and equipment are purchased on regular basis as per the requirements. The construction, maintenance and repairing of College infrastructures and facilities are done by the management.

The College also receives grants from the Department of Higher Education, Government of Nagaland which varies from year-to-year. Such Grants received are utilized for procurement of different items such as books/journals, sports items, computers inks/tonner and other contingencies.

- **The college library is accessed by students and teachers during any working days.**
- **The college has laboratories for different departments such as Chemistry, Botany, Geography, Geology and Zoology. All laboratories have the required equipment's.**
- **The college has adequate sport facilities as well. These include outdoor games like badminton court, basketball court and indoor game like table-tennis, carom-board, Chess, Ludo, etc. The college has a gym at its premises with a gym instructor. The college sports activity is taken care by Sports Committees and Games and Sport Secy.**
- **The college has a canteen which is run and taken care by D-Café Kohima**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

144

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	*View File*

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

14

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	*View File*

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

29

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

3

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college Students' Council consist of 22 members, out of which 10 members are elected through voting system and the college authority nominates the remaining 12 members. These 12 members are the class representatives and Vice Class representatives of Science and Arts streams. The tenure of the Students' Council member is for 1 year. The Vice Principal, Academic Dean and Dean of Students Welfare are the advisors of the Students' Council. The President of the Students' Council is a member of the IQAC. The Students' Council acts as a link between the College Authorities and the students for smooth functioning of the college and help in

maintaining discipline among the students. It has its own plan, approved by the college authority. Therefore, it organizes various functions in the college as well as participates in activities outside the college organized by various NGOs, Govt. Departments and other colleges. In the college, it organizes Fresher's Day, Farewell Programme, Sports Week, Cultural Day and Literary Day. The Sport Secretaries, Cultural Secretary and Literary Secretary are members of the college Sport Committee, Cultural Committee and Literary Committee respectively. This year (2023) the Student's Council organized an Autumn Feast for the first time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

24

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association of the College was formed in the year 2015. The Alumni Association is dedicated in bringing together the alumni on a common platform to build another channel of personal and professional supports. The alumni association is chaired by the

college Vice Principal. The alumni members are invited for various academic, cultural and social events held in the college. In order to foster a warm relationship, the College maintains regular contact with the alumni and former faculty through various social networking sites such as Facebook and WhatsApp groups. Alumni Association is an integral member of IQAC. The President of the alumni association is the representative of the alumni in the IQAC.

This year i.e. 2023, during the college Sport Week, there was a Special Basketball match between the alumni and present students. Some Alumnialso attended the College Autumn Feast 2023.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: To impart quality education to students' holistic-development throughappropriate environment with highly motivated and competent faculty/staff.

Mission: The College aims at translating the vision:

1. To create an environment congenial to continuous and sustainable human-development.

2. To coordinate various knowledge-based activities for promotion of better understanding and furtherance of latest Skills-and-Technologies.

3. To nourish students' Spiritual, Intellectual and Emotional growth.

The highest decision making body (Governing Body) -lays down the rules and regulations for the employees and administration, the Principal is the Secretary. In the College Management Council, the Principal, Vice Principal, Academic dean, Dean of student's welfare, Office-Superintendent are included. This Council assesses and plans the overall annual activities to be conducted. It also performs the functions of creation and addition of new courses, departments, add-on sourses, clubs, committees, cells etc. The IQAC is the premium cell to ensureconscious, consistent and catalytic improvement in the overall performance of the institution. The Co- ordinator of IQAC is appointed from among the teachers and 4 Teacher-Representatives are nominated as members of IQAC. The Moderation Committee evaluates/assesses the students in Internal Assessment,composed of Managing Director, Administrator, Principal, Vice-Principal, Dean of Students-Welfare, Academic-Dean, Office Superintendent and two teacher representatives.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The success of any institution directly depends on the proper decentralization of power/functions and effective implementation of participative management strategy. Powers and duties of Managing-Director, Administrator, Principal, Vice-Principal (VP), Deans, Head-of-Department (HOD), Teachers, and Administration-Block are clearly defined. The principal is the head of the Institution,all official-papers/letters are signed under his name, VP assist the Principal,also managethe administrative staff to ensure smooth/efficient functioning of the office. The Office-superintendent in consultation with VP supervise and oversee the responsibilities of account clerks/office-assistant and fourth-grade-employees.

The academic dean prepares the academic-calendar. Classroutine, conduct-of-classes and internal-assessment activities, he/she also plans the conduct of seminars/conferences/orientation/lectures.

The Dean-of-Students welfare oversees the extra-curricular activities/welfare of the students and acts as the Advisor to the Students-Council.

The HOD decide and act on assigning periods, papers, to the teachers of the respective department. Theyare given the discretion to utilize the departmental fund allocated towards the development of the departments.

All Teaching and Non-Teaching staff are assigned to different, clubs, committees and cells to conduct activities which aims at overall development of the students and community development. At the student level the Students' Council takes active part in all the co-curricular/extracurricular/social services as incharges and coordinators.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute realizing the importance and enormous scope of National Cadet Corps, as a career option and towards the personality development of the Students, raised NCC units for both Boys and Girls. NCC girls units was raised after the approval of 1st Naga Girls, 66 Bn, NCC on 19th November 2020. The cadet strength is 1 platoon which is 53 cadets. Ms. Setono, Assistant Professor Department of Pol. Science, was appointed as the Care Taker Officer. The cadets were recruited in three phases:

1. 2021 - 2022: 18 Cadets
2. 2022 – 2023: 19 cadets
3. 2023 – 2024: 11 cadets

NCC boys unit was raised after the approval of the 24 Nagaland (I) COY NCC Kohima on 1st April 2019. The total strength of cadets allotted is 50 Cadets. Mr. Kumar, Asst. Professor Department of Computer Science, is the Care Taker Officer. The seats were to be filled in three phase:

1. 2021 – 2022: 17 Cadets

2. 2022 – 2023: 17 Cadets
3. 2023 – 2024: 16 Cadets

The NCC classes are incorporated in the normal class-routine, maximum 2 NCC classes are allotted in a week. The NCC cadets also participate in social-works/awareness campaigns and other community development activities.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Our College is sponsored by Arücho Society for Human Transformation and Research (ASFHTR). The highest decision making body (Governing-body), its President is the President of ASFHTR, the Principal act as Secretary.

College Management Council is responsible for planning and assessing the functioning of the departments, clubs, cells, committees and all other activities of the college.

Managing-Director (MD) is the overall in-charge of college properties and assets, accounts/financial matters. The Administrator oversee the overall administrative works.

Principal is the head of the Institution, maintain the Annual Confidential Report of all the employees/delegates, sole signing authority of all documents/correspondences. Vice-Principal works under Principal, performs responsibilities assigned by MD/Administrator.

The Academic-Dean performs all the academic activities. Dean-of-Students' Welfare oversee extra-curricular activities and welfare of the students.

The Office-Superintendents is the overall in-charge of the administrative work and allocates responsibilities to the account-clerks, office-assistants and fourth-grade employees. The

Librarian maintain stock/records and procurement of the library.

The Medical-Officer attends to the health of employees/students. The Counsellor provides counselling to students/employees. The Chaplain is responsible for conducting/overseeing the Morning Chapel.

Committees, clubs, cells are responsible for regular and effective conduct of programmes/activities.

The IQAC functions towards realization of the goals of quality enhancement and sustenance.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

1. **Contributory Provident Fund (CPF): All confirmed employees are entitled to be benefit of CPF. It is paid at the time of retirement, resignation or termination of service within one**

or two months.

2. Employees Provident Fund (EPF): All confirmed are entitled to the benefits of EPF and the contribution of the employee and college shall be 12% and 13% each and an employee can claim EPF as per the provisions of EPF.

3. Maternity and Paternity Leave: Maternity leave is granted for 60 days with full pay and paternity leave is granted for 7 days.

4. Teacher and Non-teaching staff are provided with 50% discount in the admission fee for College Gym.

5. One child of Teacher and Non-teaching staff is entitled for free admission in the college.

6. Free medical facilities are provided to both teachers and non-teaching staff in the college medical room.

7. Leaves Encashment: An amount of money is provided to all the teachers and non-teaching staff at the end of the years in exchange for a period of casual leave not availed by an employee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year

`0`

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

`9`

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance appraisal system of the institution are mainly

based on the students, feedback and the results of the students in the end semester examination under Nagaland University. The feedback criteria for assessment are:

1. Punctuality in class
2. Regularity in taking class
3. Completes syllabus of the course in time
4. Scheduled organization of assignments/class test/quiz
5. Makes alternate arrangement of class in his/her absence
6. Focus of syllabus
7. Communication skills
8. Teaching subject matter
9. Delivery of structured lecture
10. Skill of linking subject to life experience/creating interest in thesubject
11. Use of innovative teaching methods
12. Shares the answers of class-test or sessional test question after conducting the class test/sessional test
13. Help student in providing study material which is not readily available in text books
14. Helps students facing physical/emotional and learning challenges
15. Helps students in realizing their strengths and evelopmental needs
16. Control mechanism in effectively conducting the class
17. Students participation in the class
18. Skills of addressing inappropriate behaviour of student
19. Tendency of inviting opinion and question on subject matter from students
20. Acts as a role model

Second category of performances appraisal is the departments producing toppers in Nagaland University Final semester examination are awarded with a monetary acknowledgement of Rs. 1000/- to each Teachers.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various

internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The balance sheet for Income and Expenditure Account and Receipts of payment Account of the college are externally audited annually by Chartered Accountants, while the Model Christian College Students' council account (Income and expenditures) is internally audited annually by auditors appointed by the Dean of Students Welfare.

Balance sheet and Income and Expenditure Account and Receipts and payment Accont Audit 2022-2023

Year

Balance Sheet

Liabilities (INR)

Asset (INR)

Income (INR)

Expenditures (INR)

Receipts

2022-2023

4,84,402.00

4,84,402.00

8,46,856.00

8,46,856.00

1,206,468

Model Christian College Students' Council Audit report 2022-2023

Year

Income (INR)

Expenditures (INR)

Balance (INR)

Auditors

2022-2023

1,40,222

1,33,717

6,505

1. **Dr. Neilazonuo**
2. **Mr. Bichumo**
3. **Dr, Subongwabang**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

7,00,000

File Description	Documents
Annual statements of accounts	<u>View File</u>
Any additional information	<u>View File</u>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<u>View File</u>

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Bulk of resources to run the college is generated through donations, sponsorship and fund raising activities. It is optimally utilized towards the overall development of the institution. The resources are utilized based on two categories

1. Activities of the Society:

   1. Promotion of higher education
   2. Faculty enrichment
   3. Sponsorship of college fees
   4. Students support
   5. College activities (competitions)
   6. Career guidance programme
   7. Contribution to Model Christian College

The average amount released in the last four years towards the activities of the society is INR 6, 40, 369, 90

1. Administrative Activities:

   1. Salary and Honorarium
   2. Printing and Stationary
   3. Postage and Courier
   4. Electricity and Water
   5. Travelling and Conveyance
   6. Meeting expenses
   7. Repair and Maintenance
   8. Office maintenance
   9. Miscellaneous expenses audit fees
  10. Depreciation

The average amount released in the last four years towards administrative activities in INR 231, 132, 00

All funds are released under the authorization of the President of the Arücho Society for Human Transformation and Research. Resources are also released under the authorization and direction of the Managing Director to meet any unforeseen expenditure.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC aims to ensure a system for conscious, consistent and catalytic improvement in the overall performance of the institutions has institutionalized the following two practices,

1. **Students Feedback: mechanism where all the students in the college review, asses and rate the performance of all the teachers. Theseforms are collected annually under the direction of the IQAC Coordinator tabulated and planed before the principal, who then reviews the feedbacks of every teacher. Principal then releases the feedback to the respective Teachers. The students are directed to rate the teachers, based on some criteria (the criteria is attached on the document file).**
2. **Faculty development programme: To ensure that the students received quality education. The IQAC have conducted a series of programmes in the previous years, which were aim at enhancing the efficiency of the teachers as well as preparing them to address the issues challenging the overall growth of the students.**

While professional development and efficiency of the Faculty is very important, the social, mental and emotional aspects of the faculty are also given equal importance. Therefore, the following facilities are introduced are:

- **Employee's Lounge**
- **Organizing Faculty picnic/day out every year**
- **Counselling for both faculty/students**
- **Medical room**
- **Sanitary pads vending machine**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Two institutional reviews and implementation of teaching learning reforms facilities by the IQAC are:

- **Feedback mechanism: The feedback mechanism includes (i) teaching faculty feedback on teaching, learning evaluation and research, infrastructures and governance (ii) students feedback on individual teachers (iii) exit questionnaire for the final year students (iv) parents/guardian feedback. These feedback forms are collected annually under the direction of the IQAC coordinator tabulated and placed before the Principal and college Management. For the student's feedback on teachers, students were selected depending on their subject combinations. The students' identity is not revealed and after statistically analyzed and tabulated an action taken report is prepared which is then communicated to the concerned teachers. The parent's feedback form are collected during the parents/guardian meeting which is held every year in the college. The feedbacks are discussed and pointed in areas that needed the most help.**

- **Teaching and learning reform takes place by evaluating students' interactions in classrooms, participation in extracurricular activities, and their performance in internal assessment and end semester examination. Activities such as quiz competitions, debates, essay writing, painting, singing, cultural activities, etc. DAAD (Departmental Academic Activity Day) are conducted annually by each departments.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://modelchristiancollege.org/annual-report/
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	[View File](#)
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Model Christian College has been persistent for the promotion of gender equity since its establishment. The college has cells and committee like Anti-Raging Cell, Anti-sexual Harassment Cell and Women Cell. These cells/committees look into the grievances of the students related to gender based issues. Grievance Redressal Committee for employees and Grievance Redressal Committee for students are formed and headed by the Managing Director to ensure that there is no act/practice of sexual discrimination and harassment. Apart from cells/committees, the college installed sanitary napkin vending and disposal machines for providing easy

access to sanitary napkins and allow for quick disposal which is environmental friendly. The college has two separate ladies common room.

Women Cell annually organizes programs during the International women's day. On 2nd Oct. 2023, 10 girl students participated in WOMEN COLLEGEPRENEUR program – "Be the Next Women Entrepreneur' organized by Educentre, Starup Nagaland, & Department of Industries and Commerce, Govt. of Nagaland. The Department of Education celebrated the International Day of Education on the theme "To invest in people, prioritize Education", with resource person Dr. Zavise Rume, Prof. & Head, Guidance Counselling Psychology, Education Research & Vocational Education, SCERT, Govt. of Nagaland.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste generated in the college are due to institutional activities, hence these waste fall under municipal solid waste.

These solid waste consist of papers in large quantity, plastic in lesser quantity, moderate amount of organic matter, metals and glass in lesser quantities.

Plastic disposable cups and bottles being banned in the college campus contributes to lesser plastic waste.

Radioactive waste are not generated during practical classes in the laboratory.

The solid waste are being collected every day and being kept at the collection site within the college campus, ready to be disposed of.

Municipal solid waste pickup trucks come twice every week for garbage collection.

These solid waste are taken to the municipal solid waste management plan for treatment.

Almost no bio-chemical waste is being generated in the institution.

The NSS and Eco club organize social work and cleanliness drive in and around the campus every year.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File]
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File]
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities   **D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	[View File]

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment   **C. Any 2 of the above**

**with ramps/lifts for easy access to classrooms.
Disabled-friendly washrooms Signage
including tactile path, lights, display boards
and signposts Assistive technology and
facilities for persons with disabilities
(Divyangjan) accessible website, screen-
reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen   reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,
tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other
diversities (within 200 words).

**Model Christian College has implemented several measures to make
the college an inclusive campus.**

1. **Strictly follows the reservation policies laid out by the
   Govt. of India for admissions of students. Seat reservation
   category is formulated for all categories (ST = 90%, SC =
   5%, OBC = 2%, GENERAL = 2% and others = 1%). Appointments of
   teaching and non-teaching staff are advertised in local
   dailies and college website.**
2. **Provides opportunity for orphans from recognized orphanages
   to avail higher education at the undergraduate level so that
   they realise their dreams and obtain employment for
   enhancing their quality of life. Two orphans are enrolled
   every year to the first semester of any programme on first
   come first basis. In an academic year, six orphans benefit
   from the Scholarship.**
3. **Mentor-Mentee meeting are held regularly.**

Model Christian College promotes cultural plurality and inclusivity on campus.

1. **The college organizes annually an Inter-collegiate talent hunt "PHOENIX"**
2. **Departmental Academic Activity Day (DAAD) is observed annually by every departments.**
3. **The cultural club organize 'Cultural Day' annually to showcase our rich cultural in the form of cultural dances, ethic wears, folk songs of different communities, etc.**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

1. **MCC participated in taking pledge against drug under 'Nasha Mukt Bharat Campaign' (12/08/2022).**

1. **Department of Political Science successfully conducted the first 'Youth Parliament' (1/11/2022)**

1. **Department of Education observed International Day of Education, under the theme "To invest in people, prioritize Education". (24/01/2023)**

1. **MCCEU organised a combine fellowship, Kohima Inter-Collegiate Evangelical Union (KICEU), under the theme "Speak up & judge fairly" Proverbs 31:9 (11/02/2023)**

1. **1st combined Evangelistic Camp between MCCEU and Capital College of Higher Education EU, under the theme "Be Ye Transformed" Romans 12:2 at Genesis Retreat Centre, Jotsoma (24/03/2023-26/03/2023).**

1. Department of Geology & Geography conducted a special career guidance program for their final year students (8/05/2023).

1. The 1stAnnual Inter-School Science Fair jointly organised by MCC and Model Hr. Sec. School, theme "The role of Science and Technology to combat climate change" (16/09/2023).

1. MCC held 7th Literary Fest, under the theme 'Beyond the classroom: Redefining Learning'. The competitions conducted were; Quartet, Creative Writing, Meme Making, Art out of Waste, Mad Ads, Flag Presentation, picture quiz (7/10/2023).

1. MCC hosted its 1st Autumn Fest, at the college campus under the theme "Upholding Ethnicity and Culture" (21/10/2023).

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	[View File]()
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

1. **MCC participated in 'Azadi Ka Amrit Mahotsav' organized by NCC and NSS on 10th Aug. 2022.**
2. **MCC participated in 'Nasha Mukt Bharat' campaign led by RRC in taking the pledge against Drugs on 12th Aug. 2022.**
3. **Thanks Giving lunch was organised on 7th Nov. 2022**
4. **Pre-Christmas was celebrated on 7th Nov. 2022.**
5. **International Day of Education 2023, organized by Department of Education under the theme 'To invest in people, Prioritize Education' on 24th Jan. 2023**
6. **Cultural Day was celebrated under the theme 'The Voice of My Heritage' on 18th Feb. 2023**
7. **Poetry writing competition initiated by Department of English for world Poetry Day on 21st March 2023**
8. **1st combined Evangelistic Camp under the theme 'Be Ye Transform' organized by MCCEU and Capital college from 24th to 26th March 2023**
9. **All the Science Departments (Botany, Chemistry, Geology, Zoology) observed World Forest Day with the theme 'Forest and Health' on 21st March 2023**
10. **Literary Day was celebrated on 3rd Sept. 2022 under the theme 'Aller Crescendo' and on 7th Oct. 2023 under the theme 'Beyond the classroom, redefining Learning'**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Full Scholarship for Orphans

The object is to provide opportunity for orphans from recognized orphanages to avail higher education at the undergraduate level, so that they realise their dreams and obtain employment for enhancing their quality of life.

The college initiated this practice in the year 2018. It already experiences the transformation in the lives of the enrolled orphans as evidenced in their hard-work and dedication in academics/overall performance. The college is hopeful that these students will grow up to be leaders, be prosperous in their lives and be guiding force in their communities.

The college would like to enroll more orphans but lack of hostel facility has been hindrance to this practice. There are years when there are no orphans from any orphanage.

2. Inter-collegiate talent hunt "PHOENIX"

Phoenix has been conceptualized to provide a platform for the students to showcase their talents. The event will help students to learn communication and social skills, allowing them to be creative and think out of the box.

The college hosted its first "PHOENIX" on 3rd August 2019. The event was successfully conducted on 20th Aug. 2022 and 19th Aug. 2023. One of the problem/challenges encountered is lack of sponsorship.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Model Christian College believes in the all-round development of the students. The motto of the college 'Educate, Inspire and Transform' act as a guiding light toward achieving its goal. The college has made some significant contribution and performed exceedingly well in providing services to the students according to the capacity of the college.

During the COVID-19 pandemic, the college signed an MOU with M/s Reev Technologies, Kolkata on 1st June 2020 for a period of 5 years. Reev Technologies features includes Parents teacher mobile application, teachers, students and Admin web portal, college website, online class streaming and recorded classes, teachers' routine setting, online payment gateway integration from web and parents mobile app. The college has an academic excellence producing a 100% pass percentage from both arts and science stream.

Work-Study Programme aims at imparting work experience while studying to Students. Two students (1 male and 1 female) from BA/BSc III/IV Semester and BA/BSc V/VI semester are selected.

The College have been producing departmental toppers from Nagaland University Undergraduate Examination almost every year. TIn 2022, Miss Lorenda Humtsoe, Department of Geology (CGPA 6.45). In2023, Miss Ashuni Krivhena, Department of Geology (CGPA 6.72) and Mr. Likhumse Sangtam, Department of Botany (CGPA 6.39)

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

As the college is affliated to Nagaland University, we follow the curriculum of the affiliating university. Based on the Nagaland University academic calender, the college prepares the academic calender at the beginning of the academic session and provide the same to all the departments and students. The college records the teachers teaching plan prepared by the teachers from all departments and preserves them for documentation and deliver within a stipulated time frame. The teacher's name are placed within daily class routie for every semester. Regular meetings are conducted for the faculty, departments, and IQAC. Orientation programme is held for the newly enrolled students. Student's assessment and evaluation are an integral part of the currivulum delivery. Students are continuously assessed and evaluated through internal test, assignments, classroom seminars, paper presentation, and model presentations. To encourage and enrich the students in their personality development the college also organised a one day Departmental Academic Activity Day (DAAD), where students display on their skills and capabilities. The college infrastructure and laboratories facilities are continuously upgraded to make suitable for the needs of changing curriculum. The college provides well equipped classroms facilities and library that offer various web based facilities to access national and international online databases as books and journals. On mentoring the college has a programme of Mentor and mentee where the students's performances are well documented. The college Counselor is entrusted with the responsibility to deal with matters of a serious nature.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Based on Nagaland University academic calender, the institution prepares its academic calender at the beginning of every acedmic session with all the dates dor commencement of semester, internal test, conduct of practical examination, tentative date of university examination, result declaration and all the extracurricular activities and adheres to it. Following the institution academic calender every departments prepares their deparmental calender.

The internal assessment, which consists of tests, presentations and assignments is conducted to evaluate the performance of students, its total for 25 marks. The final assessment of the students is done by the Moderation Committee of the college. The questions for the internal assessment are prepared by the teachers accordingly to the Nagaland University question paper pattern. Dates of the internal test are made known to all the students and department at the commencement of every academic session. Examination halls and invigilation duty chart are prepared in such a way that tests are conducted in a fair manner. All papers are evaluated by the concernec teachers after which the answer scripts are shown to the students. Continuous Internal Evaluation is carried out throughout the semester through class test, assignments, classroom seminars, paper presentation, open book test, quizzes, debates, project work, class works, etc.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

203

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs

during the year

203

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Model Christian College strongly believes in inculcating human values, gender equality, professional ethics, promotion of environmental conservation and sustainable development among the students. This is done through curricular and extra-curricular activities literary and cultural events organised by various Departments, clubs, cells, NSS and NCC of the College.

Important days of National and International significance such as International Women's Day, Gandhi Jayanti, Independence Day, Yoga Day and World Environment Day. Awareness campaigns are organised on various issues of substance abuse, sexual abuse, environmental issues, National Clean Air Program, Segregation of Waste at source and composition, blood donation and awareness program, mock drill on earthquake, etc.

It is made mandatory for all students to study and pass a compulsory paper i.e., Environmental Science (EVS) at the graduation level as part of the University curriculum. The college Science departments effectively work persistently in helping students by organising field trips, workshops and webinars. The Eco club also works in helping students practice and maintain a clean environment within and outside the campus.

The college also provides room for moral and ethical values to be inculcated among the students. The Evangelical Union is proactive unit in spreading good moral values from the Scriptures. The college also has a work study Program initiated for students to inculcate the value of work and to understand the concept of professionalism.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

4

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

1.3.3 - Number of students undertaking project work/field work/ internships

53

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

400

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

119

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The assessment of the learning levels of the students is done by the teachers in the classrooms during lectures and throughclass-tests, assignments, tutorials, etc. on the basis of which slow and advance learners are identified.

Slow-Learners:

- **Efforts are made to identify the cause of their problem and appropriate solutions are worked out.**
- **Reading materials/books in simple form are made available in college libraryfor better understanding.**
- **Various e-link are also suggestedto help them.**
- **Personal counselling can be availed through the Counsellor and Chaplin of the college. Academic/Careercounselling is giventime-to-time through Mentor-Mentee Programme.**
- **Home assignments are givenon regular basis.**
- **Slow-learners are given more attention both inside/outside the class.**

Advance-Learners:

- **During lectures, tutorials, classtests, assignments and interaction outside the class, the teachers can assess the calibre of the students**
- **Through a combination of academic and co-curricular activities, departments encourage them to optimize their potential. Such students are encouraged to participate in inter college competitions. Nominated to represent the college or department in intra and inter-college**

competitions.

- **The college library provideseasy access to any e-book/e-journals, to broaden their horizons.**
- **Students are given recognition for their achievement by cash awards for securing the first rank in University examination.**

File Description	Documents
Link for additional Information	https://modelchristiancollege.org/298-2/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
7	1

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution makes a sustained effort to encourage the students for experiential learning, participative learning and problem solving through diverse and varied activities in the teaching learning process.

- **The extracurricular activities organised by the college help the students to have first-hand information on diverse areas. Activities such as quiz competitions, debates, essay writing, painting, singing, slogan writing and cultural activities are conducted.**
- **In each semester, the students are given syllabus oriented assignments to be compulsorily submitted and evaluated by the teacher. Seminars are conducted in the class and different curricular competitions like class tests, quiz, and debates are the core of each classroom.**
- **Students undertake field study on the subject and related domain and get first-hand information through field work.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers of the College try to make the best use of the technology in their teaching process. They have the knowledge and skills to use new digital tools to help all students achieve high academic standards. ICT has enabled better and swifter communication; presentation of ideas in an effective and relevant way. It is an effective tool for acquiring information from multiple sources to help students to enhance their knowledge database.

The ICT based facilities available in the college are:

- **Computer lab of the college is utilised by all the teachers for broader knowledge and in-depth study.**
- **Internet facility is available for all teachers and students.**
- **Well equipped laboratories and classrooms in the college foster effective teaching-learning process.**
- **Teaching faculties use laptops to disseminate information through power point presentations.**
- **Projector (LED) are available for the teachers and students.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

26

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

6

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

28

File Description	Documents
Any additional information	<u>View File</u>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<u>View File</u>

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Model Christian College is an affiliated college and adheres to the guidelines as laid down by the affiliating Nagaland University. Internal assessment is conducted every semester and schedule for it is given in the Academic Calendar which is displayed well in advance to the students and teachers. Evaluation method comprises of class tests, assignments, debates, presentations, quizzes, project works and observation of students engaged in activities. There is complete transparency in internal assessment for each assessment method. Question papers for internal assessment test are prepared by the subject teachers. Students are required to secure 45% in the Internal assessment. Once paper correction is done, answer sheets are shown to the students to be discussed and to report discrepancies in marks allotment if any. Evaluation of internal assessment is done by the respective subject teacher within the days allotted and is done by the transparency. The College Moderation Committee assesses the results of the students as per the final reports submitted by every teacher from the concerned Departments. Results are displayed on dates mentioned in the academic calendar in the college website for easy access, WhatsApp groups and Notice Board.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	<u>https://modelchristiancollege.org/wp-content/uploads/2023/12/2024-Academic-Calendar-Even-Semester.pdf</u>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Evaluation of internal Assessment is based on transparency. Valuation of internal assessment paper are carried out at the college level in time bound schedule and in the best possible effecient manner. Internal assessment is conducted for every semester before the commencement of end semester examination schedule by Nagaland University. Sitting arranmgement are carefully assigned to avoid malpractices in the examnination hall and assigned vigilant faculties to ensure smooth conduct of examination. The assessed internal papers are shown to the students for self-assessment. Students are free to interact with their respective teachers and get it resolved in case of any grievenves and clarifications needed. The results of internal assessment are prepared by each subject teachers as per the marks obtained in every activity. The final decision on the overall result of the students are assessed by the college moderation committee.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The methods of measuring theProgramme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) in the college are Internal Assessment Evaluation (IAE) with weightage of 25%Marks, for each activities like Class-Tests, Assignments, PPTs/Class Seminars/Project-works. External Assessment Evaluation/End Semester Examination carrying a weightage of 75%Marks.

ClassTest – The focus is to assess whether students have attained the proposed Course-Outcomes.

Assignment – Each Subject-Teacher assesses the assignments based on howstudents fulfil the objectives.

PPTs/Class-Seminars/Projects – Depending on the subject of study and requirements, PPTs,/Class Seminars/Projects are given to the students.Evaluation is based on performance, participation and attainment of Course Outcomes.

IAE are evaluated internally by each Department and below average/weak students/absenteesare made to appear retest/rewrite assignments. The IAE Marks are then handed over to College Moderation Committee for review and declaration of results. Further feedback are taken from both students and Parent/Guardianto improve teaching learning process.

External Assessment Evaluation – Semester Examination is a metric for assessing whether POs, PSOs and Cos are attained through an Objective-cum-Descriptive based Examination. Here, performance are evaluatedby external evaluators assigned by the University. For the Science Course, practical exams areconducted both by external and internal evaluators.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The methods of measuring theProgramme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) in the college are Internal Assessment Evaluation (IAE) with weightage of 25%Marks, for each activities like Class-Tests, Assignments, PPTs/Class Seminars/Project-works. External Assessment Evaluation/End Semester Examination carrying a weightage of 75%Marks.

ClassTest – The focus is to assess whether students have attained the proposed Course-Outcomes.

Assignment – Each Subject-Teacher assesses the assignments based on howstudents fulfil the objectives.

PPTs/Class-Seminars/Projects – Depending on the subject of study and requirements, PPTs,/Class Seminars/Projects are given to the students.Evaluation is based on performance, participation and attainment of Course Outcomes.

IAE are evaluated internally by each Department and below

average/weak students/absenteesare made to appear retest/rewrite assignments. The IAE Marks are then handed over to College Moderation Committee for review and declaration of results. Further feedback are taken from both students and Parent/Guardianto improve teaching learning process.

External Assessment Evaluation – Semester Examination is a metric for assessing whether POs, PSOs and Cos are attained through an Objective-cum-Descriptive based Examination. Here, performance are evaluatedby external evaluators assigned by the University. For the Science Course, practical exams areconducted both by external and internal evaluators.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

98

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://modelchristiancollege.org/annual-report/

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://modelchristiancollege.org/wp-content/uploads/2023/12/Student-Satisfaction-Survey-April-2023.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

9,00,000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	<u>View File</u>
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Various extension activities in sensitizing students to various social-issues and holistic-development was carried-out. One of

the extension-services is a visit to orphanage. Visit to orphanage inspired the College to offer full-scholarship to two-orphans from any recognized orphanage in Nagaland.

Covid-19 awareness and vaccination program was carried out on 14th Sept. 2022

The college NSS unit organized a 4-days camps from 8th to 11th march 2023 for social service-extension activities at adopted Mitelephe village (Kohima District, Nagaland).

An awareness-program on National Clean Air Program (NCAP) was conducted on 9th August 2023 by the National Pollution Control Board Kohima, Nagaland. An awareness/Training-Program on Segregation of Waste at Source and Composting was organized by Kohima Municipal Council (KMC).

The District Disaster Management Authority (DDMA), Kohima in collaboration with Nagaland State Disaster Management Authority (NSDMA) and Home Guards and Civil Defence & SDRF organized a Mock-Exercise on Earthquake at MCC.

Evangelical-Union organized Kohima-Intercollegiate Evangelical-Union (KICEU) combined-fellowship on 11th Feb. 2023 and MCCEU conducted UESI-month on Sept. 2023. Every year MCCEU organized a Christmas Donation drive for the orphanages.

17 Students and 3 Teachers attended a workshop on Intellectual Property Right organized by Nagaland Science and Technology Council (NASTEC), Kohima Nagaland, on 24th February, 2023.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

3

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

20

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

691

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

4

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	[View File](#)
Any additional information	[View File](#)

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

In order to facilitate teaching-learning process, the Institution strive towards securing the most congenial environment with adequate facilities for meeting the needs of students as well as for the teachers. Providing and securing adequate infrastructures for facilitating the needs of the teachers and students has been considered one of the priorities

of the college authority. The available facilities and infrastructure with regard to teaching-learning process are described as under:

1. Classroom: There are well furnished-classrooms for both science-and-arts streams. Separate classroom are available for all honours students of both the streams. Classroom have adequate facilities including power connection with 24-hour power backup and other related-equipment for easing technology based-learning.
2. The Institution has dedicated and enormous amount of resources and efforts in procuring requirements instruments and apparatus for the laboratories to ease teaching-learning process in practical and empirical science. Presently all the departments of sciencehave two laboratories each. The laboratories are well equipped with all required facilities.
3. Computing equipment: At present, the college has 33-Computers in operational condition with internet facility. A separate computer-room is available. The computer lab cater to the needs of the students and staff for various work like printing/assignments/presentation etc. Free Wi-Fiis also available for students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college is committed in offering resourceful infrastructure for holistic growth of students.

*   The college has a spacious Auditorium with a seating capacity of 500 persons. It is availableto organizeco-curricular, recreational and cultural activities.
*   The auditorium has 2 speakers, 1amplifier and a mixer. There are 3 hand-mikes, 1 cordless-mile.
*   There are 25 hand fire-extinguishers and six exit-points. Italso consists of Seminar-room/Conference-room and fully equipped computer laboratories.

The college takes pride in its comprehensive sports training and fitness infrastructure.

- The outdoor-sports facilities include, badminton-court, basketball-court, volleyball-court, open-space for conducting individual games. Indoor arrangements comprise of a table-tennis.
- A fully equipped gym is open for the students/staff from 6:00am-8:00am (morning-hours) and 4:00pm-8:00pm (Evening-hours). Trained Instructor is available for assistance, guidance and training.The gymnasium has: Cardio-cycling machine, Abs-cruncher, multipurpose flying machine, Leg-press machine, Squad machine, Yoga-mats, etc.
- The student Lounge is located at the ground floor of the College building which is open to students for gathering, studying and relaxing between classes. The Lounge is equipped with comfortable furniture, LCD TV with attached Cafeteria.
- The college also has an Employees Lounge that is set aside for employees to use during a break as to relax, socialize or eat.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://drive.google.com/file/d/1wd7JcOybYhUVoyzU1TPvy9rGNhygY2VZ/view?usp=sharing

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

19

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://drive.google.com/file/d/1Jy1PCSCltEfKyxhFZH-2AcGiVbWLHPjn/view?usp=sharing
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

16,30,857

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library is automated with SOUL 2.0 Library Management Software designed and developed by the INFLIBNET centre-based on requirements of ourLibrary. It is user-friendly software developed to work under client-server environment. Three-computers are used for Soul, one as main-server and two as clients.

The modules of Soul 2.0 includes Acquisition, Catalogue, Circulation, Online public access catalogue (OPAC), Serial Control, Administration

Acquisition: Manage and control the expenditure of funds for

materials.

Catalogue: Used for retrospective conversion of library resources. It allows processing the items received from acquisition modules for technical-process like cataloguing and assigning call number.

Circulation: Sufficient care has been taken in designing this module starting from membership management and status of library items/transaction/ILL,/overdue charges/renewal and reminder/search status and report generation according to the status of items.

Online public access catalogue (OPAC): The User can search the minimum information of the items by using author/title, keyword, subject heading, class-number, serial name, accession number or combination of any of the two or more information regarding the items.

Serial Control:Thismodule keeps track of serial in the library effectively and efficiently. This module includes suggestion/master database/subscription/payment/reminder etc.

Administration:Ithas provision to administer all the modules and system setting.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://drive.google.com/file/d/1wd7JcOybYhUVoyzU1TPvy9rGNhygY2VZ/view?usp=sharing

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1,66,197

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

50

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Our primary objective is to provide high quality support services that meet pedagogical and research need in the college.

The college has the following hardware and software related

facilities:

- **College has a total of 33 computers in the college.**
- **The college uses compaq and HP workstations.**
- **There are 9 printers in the administrative block.**
- **The college has a total of 6 LCD multimedia projectors. 4 projectors installed in classrooms and 2 projectors for portable and can be used for different purpose.**
- **The institution provides access to desktop/laptops to both faculty and students which allows them to use computer aid for academic projects,/practical sessions.**
- **SOUL 2.0 (LMS) software was used in the Library.**
- **The administrative office and all computer labs are connected in LAN. The entire college campus is Wi-Fi enabled zone.**
- **The desktops are running on windows 7, windows 7 pro, and windows 10 operating systems**
- **Office automation packages like Open Office, MS Office and Antivirus are purchased by the college and updated regularly.**
- **The College has a Diesel Electric Generator for Backup.**
- **College has two Wi-Fi connections from Symbiosis and Jio fiber with the speed of 100 MBPS. The limit of the Wi-Fi is 500 GB per Month.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

33

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

16,30,857

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College ensures regular maintenance and upkeep of all infrastructural facilities. A full time care Taker supervises the maintenance work carried out by trained in-house experts. Maintenance is also outsourced to appropriate external agencies. Furniture and equipment are purchased on regular basis as per the requirements. The construction, maintenance and repairing of College infrastructures and facilities are done by the management.

The College also receives grants from the Department of Higher Education, Government of Nagaland which varies from year-to-year. Such Grants received are utilized for procurement of different items such as books/journals, sports items, computers inks/tonner and other contingencies.

- **The college library is accessed by students and teachers during any working days.**
- **The college has laboratories for different departments such as Chemistry, Botany, Geography, Geology and Zoology. All laboratories have the required equipment's.**
- **The college has adequate sport facilities as well. These include outdoor games like badminton court, basketball court and indoor game like table-tennis, carom-board, Chess, Ludo, etc. The college has a gym at its premises with a gym instructor. The college sports activity is taken care by Sports Committees and Games and Sport Secy.**
- **The college has a canteen which is run and taken care by D-Café Kohima**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

144

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

14

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	<u>View File</u>

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

29

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

3

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college Students' Council consist of 22 members, out of which 10 members are elected through voting system and the college authority nominates the remaining 12 members. These 12 members are the class representatives and Vice Class representatives of Science and Arts streams. The tenure of the Students' Council member is for 1 year. The Vice Principal, Academic Dean and Dean of Students Welfare are the advisors of the Students' Council. The President of the Students' Council is a member of the IQAC. The Students' Council acts as a link between the College Authorities and the students for smooth functioning of the college and help in maintaining discipline among the students. It has its own plan, approved by the college authority. Therefore, it organizes various functions in the college as well as participates in activities outside the college organized by various NGOs, Govt. Departments and other colleges. In the college, it organizes Fresher's Day, Farewell Programme, Sports Week, Cultural Day and Literary Day. The Sport Secretaries, Cultural Secretary and Literary Secretary are members of the college Sport Committee, Cultural Committee and Literary Committee respectively. This year (2023) the Student's Council organized an Autumn Feast for the first time.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the

Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

24

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association of the College was formed in the year 2015. The Alumni Association is dedicated in bringing together the alumni on a common platform to build another channel of personal and professional supports. The alumni association is chaired by the college Vice Principal. The alumni members are invited for various academic, cultural and social events held in the college. In order to foster a warm relationship, the College maintains regular contact with the alumni and former faculty through various social networking sites such as Facebook and WhatsApp groups. Alumni Association is an integral member of IQAC. The President of the alumni association is the representative of the alumni in the IQAC.

This year i.e. 2023, during the college Sport Week, there was a Special Basketball match between the alumni and present students. Some Alumnialso attended the College Autumn Feast 2023.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: To impart quality education to students' holistic-development throughappropriate environment with highly motivated and competent faculty/staff.

Mission: The College aims at translating the vision:

1. To create an environment congenial to continuous and sustainable human-development.

2. To coordinate various knowledge-based activities for promotion of better understanding and furtherance of latest Skills-and-Technologies.

3. To nourish students' Spiritual, Intellectual and Emotional growth.

The highest decision making body (Governing Body) -lays down the rules and regulations for the employees and administration, the Principal is the Secretary. In the College Management Council, the Principal, Vice Principal, Academic dean, Dean of student's welfare, Office-Superintendent are included. This Council assesses and plans the overall annual activities to be conducted. It also performs the functions of creation and addition of new courses, departments, add-on sourses, clubs, committees, cells etc. The IQAC is the premium cell to

ensureconscious, consistent and catalytic improvement in the overall performance of the institution. The Co- ordinator of IQAC is appointed from among the teachers and 4 Teacher-Representatives are nominated as members of IQAC. The Moderation Committee evaluates/assesses the students in Internal Assessment,composed of Managing Director, Administrator, Principal, Vice-Principal, Dean of Students-Welfare, Academic-Dean, Office Superintendent and two teacher representatives.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The success of any institution directly depends on the proper decentralization of power/functions and effective implementation of participative management strategy. Powers and duties of Managing-Director, Administrator, Principal, Vice-Principal (VP), Deans, Head-of-Department (HOD), Teachers, and Administration-Block are clearly defined. The principal is the head of the Institution,all official-papers/letters are signed under his name, VP assist the Principal,also managethe administrative staff to ensure smooth/efficient functioning of the office. The Office-superintendent in consultation with VP supervise and oversee the responsibilities of account clerks/office-assistant and fourth-grade-employees.

The academic dean prepares the academic-calendar. Classroutine, conduct-of-classes and internal-assessment activities, he/she also plans the conduct of seminars/conferences/orientation/lectures.

The Dean-of-Students welfare oversees the extra-curricular activities/welfare of the students and acts as the Advisor to the Students-Council.

The HOD decide and act on assigning periods, papers, to the teachers of the respective department. Theyare given the discretion to utilize the departmental fund allocated towards the development of the departments.

All Teaching and Non-Teaching staff are assigned to different, clubs, committees and cells to conduct activities which aims at overall development of the students and community development. At the student level the Students' Council takes active part in all the co-curricular/extracurricular/social services as incharges and coordinators.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute realizing the importance and enormous scope of National Cadet Corps, as a career option and towards the personality development of the Students, raised NCC units for both Boys and Girls. NCC girls units was raised after the approval of 1st Naga Girls, 66 Bn, NCC on 19th November 2020. The cadet strength is 1 platoon which is 53 cadets. Ms. Setono, Assistant Professor Department of Pol. Science, was appointed as the Care Taker Officer. The cadets were recruited in three phases:

1. **2021 - 2022: 18 Cadets**
2. **2022 - 2023: 19 cadets**
3. **2023 - 2024: 11 cadets**

NCC boys unit was raised after the approval of the 24 Nagaland (I) COY NCC Kohima on 1st April 2019. The total strength of cadets allotted is 50 Cadets. Mr. Kumar, Asst. Professor Department of Computer Science, is the Care Taker Officer. The seats were to be filled in three phase:

1. **2021 - 2022: 17 Cadets**
2. **2022 - 2023: 17 Cadets**
3. **2023 - 2024: 16 Cadets**

The NCC classes are incorporated in the normal class-routine, maximum 2 NCC classes are allotted in a week. The NCC cadets also participate in social-works/awareness campaigns and other community development activities.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Our College is sponsored by Arücho Society for Human Transformation and Research (ASFHTR). The highest decision making body (Governing-body), its President is the President of ASFHTR, the Principal act as Secretary.

College Management Council is responsible for planning and assessing the functioning of the departments, clubs, cells, committees and all other activities of the college.

Managing-Director (MD) is the overall in-charge of college properties and assets, accounts/financial matters. The Administrator oversee the overall administrative works.

Principal is the head of the Institution, maintain the Annual Confidential Report of all the employees/delegates, sole signing authority of all documents/correspondences. Vice-Principal works under Principal, performs responsibilities assigned by MD/Administrator.

The Academic-Dean performs all the academic activities. Dean-of-Students' Welfare oversee extra-curricular activities and welfare of the students.

The Office-Superintendents is the overall in-charge of the administrative work and allocates responsibilities to the account-clerks, office-assistants and fourth-grade employees. The Librarian maintain stock/records and procurement of the library.

The Medical-Officer attends to the health of employees/students. The Counsellor provides counselling to students/employees. The Chaplain is responsible for conducting/overseeing the Morning Chapel.

Committees, clubs, cells are responsible for regular and effective conduct of programmes/activities.

The IQAC functions towards realization of the goals of quality enhancement and sustenance.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

1. **Contributory Provident Fund (CPF): All confirmed employees are entitled to be benefit of CPF. It is paid at the time of retirement, resignation or termination of service within one or two months.**
2. **Employees Provident Fund (EPF): All confirmed are entitled to the benefits of EPF and the contribution of the employee and college shall be 12% and 13% each and an employee can claim EPF as per the provisions of EPF.**
3. **Maternity and Paternity Leave: Maternity leave is granted for 60 days with full pay and paternity leave is granted**

```
      for 7 days.
  4.  Teacher and Non-teaching staff are provided with 50%
      discount in the admission fee for College Gym.
  5.  One child of Teacher and Non-teaching staff is entitled
      for free admission in the college.
  6.  Free medical facilities are provided to both teachers and
      non-teaching staff in the college medical room.
  7.  Leaves Encashment: An amount of money is provided to all
      the teachers and non-teaching staff at the end of the
      years in exchange for a period of casual leave not
      availed by an employee.
```

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

9

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance appraisal system of the institution are mainly based on the students, feedback and the results of the students in the end semester examination under Nagaland University. The

feedback criteria for assessment are:

1. Punctuality in class
2. Regularity in taking class
3. Completes syllabus of the course in time
4. Scheduled organization of assignments/class test/quiz
5. Makes alternate arrangement of class in his/her absence
6. Focus of syllabus
7. Communication skills
8. Teaching subject matter
9. Delivery of structured lecture
10. Skill of linking subject to life experience/creating interest in thesubject
11. Use of innovative teaching methods
12. Shares the answers of class-test or sessional test question after conducting the class test/sessional test
13. Help student in providing study material which is not readily available in text books
14. Helps students facing physical/emotional and learning challenges
15. Helps students in realizing their strengths and evelopmental needs
16. Control mechanism in effectively conducting the class
17. Students participation in the class
18. Skills of addressing inappropriate behaviour of student
19. Tendency of inviting opinion and question on subject matter from students
20. Acts as a role model

Second category of performances appraisal is the departments producing toppers in Nagaland University Final semester examination are awarded with a monetary acknowledgement of Rs. 1000/- to each Teachers.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The balance sheet for Income and Expenditure Account and Receipts of payment Account of the college are externally audited annually by Chartered Accountants, while the Model Christian College Students' council account (Income and expenditures) is internally audited annually by auditors appointed by the Dean of Students Welfare.

Balance sheet and Income and Expenditure Account and Receipts and payment Accont Audit 2022-2023

Year

Balance Sheet

Liabilities (INR)

Asset (INR)

Income (INR)

Expenditures (INR)

Receipts

2022-2023

4,84,402.00

4,84,402.00

8,46,856.00

8,46,856.00

1,206,468

Model Christian College Students' Council Audit report 2022-2023

Year

Income (INR)

Expenditures (INR)

Balance (INR)

Auditors

2022-2023

1,40,222

1,33,717

6,505

1. **Dr. Neilazonuo**
2. **Mr. Bichumo**
3. **Dr, Subongwabang**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

7,00,000

File Description	Documents
Annual statements of accounts	[View File](#)
Any additional information	[View File](#)
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Bulk of resources to run the college is generated through donations, sponsorship and fund raising activities. It is optimally utilized towards the overall development of the institution. The resources are utilized based on two categories

1. Activities of the Society:

   1. Promotion of higher education
   2. Faculty enrichment
   3. Sponsorship of college fees
   4. Students support
   5. College activities (competitions)
   6. Career guidance programme
   7. Contribution to Model Christian College

The average amount released in the last four years towards the activities of the society is INR 6, 40, 369, 90

1. Administrative Activities:

   1. Salary and Honorarium
   2. Printing and Stationary
   3. Postage and Courier
   4. Electricity and Water
   5. Travelling and Conveyance
   6. Meeting expenses
   7. Repair and Maintenance
   8. Office maintenance
   9. Miscellaneous expenses audit fees
  10. Depreciation

The average amount released in the last four years towards administrative activities in INR 231, 132, 00

All funds are released under the authorization of the President of the Arücho Society for Human Transformation and Research. Resources are also released under the authorization and direction of the Managing Director to meet any unforeseen expenditure.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC aims to ensure a system for conscious, consistent and catalytic improvement in the overall performance of the institutions has institutionalized the following two practices,

1. **Students Feedback: mechanism where all the students in the college review, asses and rate the performance of all the teachers. Theseforms are collected annually under the direction of the IQAC Coordinator tabulated and planed before the principal, who then reviews the feedbacks of every teacher. Principal then releases the feedback to the respective Teachers. The students are directed to rate the teachers, based on some criteria (the criteria is attached on the document file).**
2. **Faculty development programme: To ensure that the students received quality education. The IQAC have conducted a series of programmes in the previous years, which were aim at enhancing the efficiency of the teachers as well as preparing them to address the issues challenging the overall growth of the students.**

While professional development and efficiency of the Faculty is very important, the social, mental and emotional aspects of the faculty are also given equal importance. Therefore, the following facilities are introduced are:

- **Employee's Lounge**
- **Organizing Faculty picnic/day out every year**
- **Counselling for both faculty/students**
- **Medical room**
- **Sanitary pads vending machine**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Two institutional reviews and implementation of teaching learning reforms facilities by the IQAC are:

- **Feedback mechanism: The feedback mechanism includes (i) teaching faculty feedback on teaching, learning evaluation and research, infrastructures and governance (ii) students feedback on individual teachers (iii) exit questionnaire for the final year students (iv) parents/guardian feedback. These feedback forms are collected annually under the direction of the IQAC coordinator tabulated and placed before the Principal and college Management. For the student's feedback on teachers, students were selected depending on their subject combinations. The students' identity is not revealed and after statistically analyzed and tabulated an action taken report is prepared which is then communicated to the concerned teachers. The parent's feedback form are collected during the parents/guardian meeting which is held every year in the college. The feedbacks are discussed and pointed in areas that needed the most help.**

- **Teaching and learning reform takes place by evaluating students' interactions in classrooms, participation in extracurricular activities, and their performance in internal assessment and end semester examination. Activities such as quiz competitions, debates, essay writing, painting, singing, cultural activities, etc. DAAD (Departmental Academic Activity Day) are conducted annually by each departments.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://modelchristiancollege.org/annual-report/
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Model Christian College has been persistent for the promotion of gender equity since its establishment. The college has cells and committee like Anti-Raging Cell, Anti-sexual Harassment Cell and Women Cell. These cells/committees look into the grievances of the students related to gender based issues. Grievance Redressal Committee for employees and Grievance Redressal Committee for students are formed and headed by the Managing Director to ensure that there is no act/practice of

sexual discrimination and harassment. Apart from cells/committees, the college installed sanitary napkin vending and disposal machines for providing easy access to sanitary napkins and allow for quick disposal which is environmental friendly. The college has two separate ladies common room.

Women Cell annually organizes programs during the International women's day. On 2nd Oct. 2023, 10 girl students participated in WOMEN COLLEGEPRENEUR program – "Be the Next Women Entrepreneur' organized by Educentre, Starup Nagaland, & Department of Industries and Commerce, Govt. of Nagaland. The Department of Education celebrated the International Day of Education on the theme "To invest in people, prioritize Education", with resource person Dr. Zavise Rume, Prof. & Head, Guidance Counselling Psychology, Education Research & Vocational Education, SCERT, Govt. of Nagaland.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Waste generated in the college are due to institutional activities, hence these waste fall under municipal solid waste.

These solid waste consist of papers in large quantity, plastic in lesser quantity, moderate amount of organic matter, metals and glass in lesser quantities.

Plastic disposable cups and bottles being banned in the college campus contributes to lesser plastic waste.

Radioactive waste are not generated during practical classes in the laboratory.

The solid waste are being collected every day and being kept at the collection site within the college campus, ready to be disposed of.

Municipal solid waste pickup trucks come twice every week for garbage collection.

These solid waste are taken to the municipal solid waste management plan for treatment.

Almost no bio-chemical waste is being generated in the institution.

The NSS and Eco club organize social work and cleanliness drive in and around the campus every year.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Model Christian College has implemented several measures to make the college an inclusive campus.

1. Strictly follows the reservation policies laid out by the Govt. of India for admissions of students. Seat reservation category is formulated for all categories (ST = 90%, SC = 5%, OBC = 2%, GENERAL = 2% and others = 1%). Appointments of teaching and non-teaching staff are advertised in local dailies and college website.

2. Provides opportunity for orphans from recognized orphanages to avail higher education at the undergraduate level so that they realise their dreams and obtain employment for enhancing their quality of life. Two orphans are enrolled every year to the first semester of any programme on first come first basis. In an academic

year, six orphans benefit from the Scholarship.

3. Mentor-Mentee meeting are held regularly.

Model Christian College promotes cultural plurality and inclusivity on campus.

1. The college organizes annually an Inter-collegiate talent hunt "PHOENIX"
2. Departmental Academic Activity Day (DAAD) is observed annually by every departments.
3. The cultural club organize 'Cultural Day' annually to showcase our rich cultural in the form of cultural dances, ethic wears, folk songs of different communities, etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

1. MCC participated in taking pledge against drug under 'Nasha Mukt Bharat Campaign' (12/08/2022).

1. Department of Political Science successfully conducted the first 'Youth Parliament' (1/11/2022)

1. Department of Education observed International Day of Education, under the theme "To invest in people, prioritize Education". (24/01/2023)

1. MCCEU organised a combine fellowship, Kohima Inter-Collegiate Evangelical Union (KICEU), under the theme "Speak up & judge fairly" Proverbs 31:9 (11/02/2023)

1. 1st combined Evangelistic Camp between MCCEU and Capital

College of Higher Education EU, under the theme "Be Ye Transformed" Romans 12:2 at Genesis Retreat Centre, Jotsoma (24/03/2023-26/03/2023).

1. Department of Geology & Geography conducted a special career guidance program for their final year students (8/05/2023).

1. The 1stAnnual Inter-School Science Fair jointly organised by MCC and Model Hr. Sec. School, theme "The role of Science and Technology to combat climate change" (16/09/2023).

1. MCC held 7th Literary Fest, under the theme 'Beyond the classroom: Redefining Learning'. The competitions conducted were; Quartet, Creative Writing, Meme Making, Art out of Waste, Mad Ads, Flag Presentation, picture quiz (7/10/2023).

1. MCC hosted its 1st Autumn Fest, at the college campus under the theme "Upholding Ethnicity and Culture" (21/10/2023).

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code	C. Any 2 of the above

of Conduct are organized

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

1. MCC participated in 'Azadi Ka Amrit Mahotsav' organized by NCC and NSS on 10th Aug. 2022.
2. MCC participated in 'Nasha Mukt Bharat' campaign led by RRC in taking the pledge against Drugs on 12th Aug. 2022.
3. Thanks Giving lunch was organised on 7th Nov. 2022
4. Pre-Christmas was celebrated on 7th Nov. 2022.
5. International Day of Education 2023, organized by Department of Education under the theme 'To invest in people, Prioritize Education' on 24th Jan. 2023
6. Cultural Day was celebrated under the theme 'The Voice of My Heritage' on 18th Feb. 2023
7. Poetry writing competition initiated by Department of English for world Poetry Day on 21st March 2023
8. 1st combined Evangelistic Camp under the theme 'Be Ye Transform' organized by MCCEU and Capital college from 24th to 26th March 2023
9. All the Science Departments (Botany, Chemistry, Geology, Zoology) observed World Forest Day with the theme 'Forest and Health' on 21st March 2023
10. Literary Day was celebrated on 3rd Sept. 2022 under the theme 'Aller Crescendo' and on 7th Oct. 2023 under the theme 'Beyond the classroom, redefining Learning'

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Full Scholarship for Orphans

The object is to provide opportunity for orphans from recognized orphanages to avail higher education at the undergraduate level, so that they realise their dreams and obtain employment for enhancing their quality of life.

The college initiated this practice in the year 2018. It already experiences the transformation in the lives of the enrolled orphans as evidenced in their hard-work and dedication in academics/overall performance. The college is hopeful that these students will grow up to be leaders, be prosperous in their lives and be guiding force in their communities.

The college would like to enroll more orphans but lack of hostel facility has been hindrance to this practice. There are years when there are no orphans from any orphanage.

2. Inter-collegiate talent hunt "PHOENIX"

Phoenix has been conceptualized to provide a platform for the students to showcase their talents. The event will help students to learn communication and social skills, allowing them to be creative and think out of the box.

The college hosted its first "PHOENIX" on 3rd August 2019. The event was successfully conducted on 20th Aug. 2022 and 19th Aug. 2023. One of the problem/challenges encountered is lack of sponsorship.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Model Christian College believes in the all-round development of the students. The motto of the college 'Educate, Inspire and Transform' act as a guiding light toward achieving its goal. The college has made some significant contribution and performed exceedingly well in providing services to the students according to the capacity of the college.

During the COVID-19 pandemic, the college signed an MOU with M/s Reev Technologies, Kolkata on 1st June 2020 for a period of 5 years. Reev Technologies features includes Parents teacher mobile application, teachers, students and Admin web portal, college website, online class streaming and recorded classes, teachers' routine setting, online payment gateway integration from web and parents mobile app. The college has an academic excellence producing a 100% pass percentage from both arts and science stream.

Work-Study Programme aims at imparting work experience while studying to Students. Two students (1 male and 1 female) from BA/BSc III/IV Semester and BA/BSc V/VI semester are selected.

The College have been producing departmental toppers from Nagaland University Undergraduate Examination almost every year. TIn 2022, Miss Lorenda Humtsoe, Department of Geology (CGPA 6.45). In2023, Miss Ashuni Krivhena, Department of Geology (CGPA 6.72) and Mr. Likhumse Sangtam, Department of Botany (CGPA 6.39)

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

PATTING SOCIAL

CULURAL DAY CELEBRATION

CONDUCT WORKSHOP/SEMIKNSR FOR TEACHING,/NON-TEACHING
STAFF/STUDENTS